

Village of Salado
Salado Municipal Building
301 North Stagecoach Road
Salado, Texas
Minutes of Special Meeting of Board of Aldermen
December 3, 2019 at 6:30 p.m.

The Board of Aldermen meeting was called to order at 6:31 p.m. by Mayor Skip Blancett.

Mayor Blancett gave the Invocation and the Board of Aldermen led the Pledge of Allegiance to the United States and Texas flags.

Board Members Present: Mayor Skip Blancett, Mayor Pro-tem Frank Coachman, Aldermen Rodney Bell, Amber Preston Dankert, John Cole, and Michael Coggin.

Salado High School Representative: Averie Piatt was absent.

Staff Present: Village Administrator Don Ferguson, City Secretary Cara McPartland, Salado Police Chief Pat Boone, and Tourism Director Chadley Hollas

1. Citizens Communications

No citizen comments were heard.

2. Consent Agenda

Approval of minutes of the Regular Board of Aldermen meeting of November 21, 2019.

Alderman Cole moved to approve the Consent Agenda, as presented. Alderman Bell seconded. Motion carried on a vote of 5-0.

3. Status Reports

A. Village Administrator's Status Report

- Wastewater Project Update

Village Administrator Ferguson reported approximately 55 percent of the properties in the initial service area are connected or are in the process of connection. He advised that a letter was sent out recently reminding of the new connection deadline. He noted that impact fee refunds have been mailed per Board direction. He said the TxDOT contractor hit a low-pressure wastewater line on Main Street near Thomas Arnold today and has since repaired the line. He reported that a Certificate of Convenience and Necessity (CCN) application is being prepared for submittal to the Texas Public Utility Commission to designate a service area for the Village's new wastewater system.

- Main Street Improvement Project

Village Administrator Ferguson reported the contractor has resolved issues with the exposed drainage inlet near the Prellop Gallery. He said safety fencing is being installed in preparation for Stroll activities on Main Street. He noted that the contractor will not be on site during Christmas Stroll and will shut down around 3:00 p.m. on Thursday. Crews continue drainage system improvements and Rock Creek crossing replacement is on schedule to start work on January 4, 2019, which will require a temporary street closure at that location.

- Salado Christmas Stroll

Village Administrator Ferguson reported on the Stroll Parade route, associated road closure, Stroll public parking locations, event security/lighting, and use of shuttles/trolleys.

- Salado Community Notification System

Village Administrator Ferguson reported on the newly activated system, which can place phone calls to land lines or cell phones, send text messages, and emails. He said a portal will be added to the Village's website to allow residents to register and/or update their contact information. He advised the system will be used to notify residents of emergency situations, road closures, community-wide meetings/events, and law enforcement matters that are of public interest.

- "Salado 101" Outreach Program

Village Administrator Ferguson reported on the 4-6 week class intended to educate participants about Village government, including roles and responsibilities of the Board of Aldermen and each Village department. He noted class size, meeting frequency/length, weekday and Saturday sessions, and anticipated classes to start in late March-early April.

Discussion addressed repairs to the low water crossing; road patching; TxDOT's reimbursement procedures for construction-related damage to vehicles; status of potential development negotiations; details on implementation of the new community notification system, including educating the public on the system; commencement of work on the gateway signage lighting; "Salado 101" outreach efforts; board/committee openings; status of Sanctuary and anticipated date to commence construction; deadline for clean-up of residence on Chisholm Trail; and prospective Eagle Scout candidate for Municipal Building flagpole project. Mayor Blancett encouraged attendance at Salado's holiday events, including Christmas Stroll/Parade, and Tablerock Theatre's production of *A Christmas Carol*.

B. Salado Police Chief Status Report

- Calls for Service

Police Chief Pat Boone reported on November statistics, including slightly decreased calls for service, number of reports written, citations/warnings issued, Priority 1, 2, and 3 response times, vehicle crashes, and number of house watches. He spoke on Citizens on Patrol (COP) assistance

provided for Christmas Stroll and Parade. He reported that a newly hired officer will be starting next week to begin field training. Discussion addressed School Resource Officer (SRO) duties and input; investigation of burglaries, all of which involved unsecured vehicles; access to canines, if needed; and the importance of being aware of surroundings and securing vehicles, valuables, and doors.

C. Salado Fire Chief Status Report

- Calls for Service

Fire Chief Shane Berrier was not present.

D. Tourism Director's Report

- Salado Marketing Plan Update
- Upcoming Events

Tourism Director Chadley Hollas reported on November activities, including paid marketing campaign for Stroll, social media, billboards, and search advertisements. He reported on an above average click-through percentage; significant increase in number of "people interested" on Facebook for Stroll event over last year; and Sisters on the Fly "winter wonderland" featuring decorated vintage trailers at the Civic Center. Discussion addressed specific Stroll activities this year, New Year's events, and future marketing goals.

4. Discussion and Possible Action

- A. Discuss and consider possible action providing direction to the Village Administrator relating to the capacity reservation procedure for vacant lots located in the initial service area for the Salado Wastewater System. (*Village Administrator*)

Village Administrator Ferguson explained the current reservation procedure and asked for Board direction on whether it wishes to extend the ability of vacant lot owners in the initial service area to pay a \$750 fee to reserve capacity in the system for up to two years, as the Board voted in November to extend the connection deadline to February 29, 2020. He said there has been minimal interest expressed in reserving capacity. Discussion addressed possible increase in the reservation fee amount.

Alderman Cole moved to extend the deadline to reserve capacity in the Salado Wastewater System for vacant lots in the initial service area until February 29, 2020. Alderman Coggin seconded.

Discussion addressed possible change to the \$750 fee, purpose of incentive to reserve capacity, crediting of the \$750 reservation fee to an impact fee upon application for service, number of vacant lots in existing service area, and future capacity issues.

Motion failed on a vote of 1-4, with Alderman Bell voting in favor and Mayor Pro-tem Coachman, Alderman Dankert, Alderman Cole, and Alderman Coggin voting against.

- B. Discuss and consider possible action regarding potential changes in the permitting process for the installation of backflow prevention devices. (*Village Administrator*)

Village Administrator Ferguson reported that currently plumbing permits are required when new or replacement backflow prevention devices are installed, and are included as part of an overall project such as irrigation, with the project's permit fee passed on to the customer by the plumber. In cases where the only plumbing work is installation or replacement of a backflow prevention device, it was noted that the cost of the permit can exceed the cost of the equipment being installed. He cited inspection requirements, recommended a no-cost permit to be forwarded to Salado Water Supply Corporation, with the permit holder responsible for having an independent inspection and providing documentation to Village. He stressed the no-cost permit is meant to address standalone installations of backflow prevention devices and not those that are included as part of a larger plumbing project.

Discussion addressed possible processing fee, goal to ensure compliance, and clarification that the fee for *standalone* installations would require a permit with no associated fee.

Alderman Cole moved to proceed with amending the permitting process to allow permits for standalone installation of backflow prevention devices to be issued at no cost. Alderman Bell seconded. Motion carried on a vote of 5-0.

- C. Discuss and consider possible action regarding the December 19, 2019 regular meeting of the Salado Board of Aldermen. (*Village Administrator*)

Village Administrator Ferguson asked for Board input on holding another meeting in December. Discussion established that the next regular meeting would be held on January 2, 2020 and that a special meeting could be called before then, if needed.

Alderman Bell moved to cancel the December 19, 2019 regular meeting. Mayor Pro-tem Coachman seconded. Motion carried on a vote of 5-0.

Addendum to Agenda

4. Discussion and Possible Action

- D. Discuss and consider possible action regarding a proposal to fund construction of decorative safety railing on the Thomas Arnold Road Overpass with funding granted to *Keep Salado Beautiful* in the 2018 Governor's Community Achievement Award. (*Susan Terry, Keep Salado Beautiful*)

Keep Salado Beautiful representative Susan Terry spoke of concerns related to certain projects that were considered as possible viable uses for the \$90,000 Governors Community Achievement Award funding received by *Keep Salado Beautiful* in 2018. She said after considering various options, the board recalled previous discussions on enhancing the railing, as Thomas Arnold Elementary students walk across the Thomas Arnold Bridge for field trips several times a year. She presented a proposed TxDOT design, including exploring modification of the "star" emblem

to an “S” and possible color choices. Discussion addressed the railing’s color, design of the railing crossing an IH-35 overpass in Lorena, and possible completion date.

Alderman Cole moved to approve the proposal, as presented. Alderman Bell seconded.

Discussion favored exploring design options with TxDOT to include changing the “star” to an “S” and painting the railing black, rather than gray. It was noted there would be no lighting on the railing and that black is an easier color to maintain than gray. Village Administrator Ferguson said this item is before the Board because it involves a community improvement and stressed this is a *Keep Salado Beautiful* project paid for with its own funding.

Motion carried on a vote of 5-0.

Mayor Blancett thanked Susan Terry and *Keep Salado Beautiful* for its dedication to the community.

Mayor Blancett expressed appreciation for Salado’s citizens, its beauty, and accomplishments in recent years. He wished everyone a happy and safe holiday season.

Adjournment

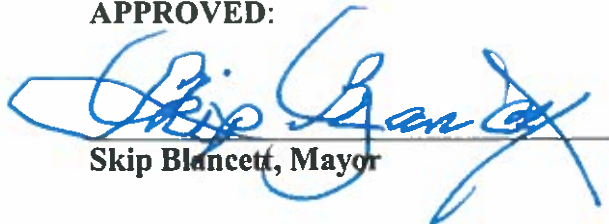
Alderman Coggin moved to adjourn. Mayor Blancett called the meeting adjourned at 7:43 p.m.

Recorded by:

Cara McPartland

These minutes approved on the 2nd of January, 2020.

APPROVED:


Skip Blancett, Mayor

ATTEST:


Cara McPartland, City Secretary

